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05-0135-68
DIR-0221

8 February 1968

MEMORANDUM FOR: Director of Training

THROUGH : Chief, Operations School

SUBJECT : Course Report - CS Records II #3-68
29 January - 2 February 1968

Student Body

25X1A9a 1. Twenty students attended the course. They ranged in grade from GS-04 through GS-12 (average, GS-06) and in length of service from a few months through seventeen years (average, seven years). One student, Miss [REDACTED] was forced to leave because of illness, but will complete the work under individual instruction at a later date.

Course Curriculum

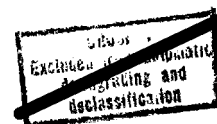
25X1A

2. A new element, CI/[REDACTED], was added experimentally to the first day of the course. Since all operating elements are required to submit name traces to this office when seeking Operational Approvals, it seemed logical to give the students a clear picture of what CI/[REDACTED] requires. It was also an opportunity for CI/[REDACTED] to describe its 25X1A functions and the records under its jurisdiction which may be of value to the researcher.

Course Conduct

3. No substantive changes were made. However, during the consolidation and purging of files which is the last step in the practical exercise, the class was divided into three groups. Each group discussed among themselves how the problems should be handled.

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after which they chose spokesmen to present their solutions. The spokesmen then formed a panel and discussed their conclusions. The result was much more student participation than there has been before at this point in the course with the students explaining procedures and arguing with one another as to why one procedure was better than another. Where time and class size permit, this procedure will be followed in future classes.

Instructors

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4. Mr. [REDACTED] C/CI/[REDACTED], made a very effective first^{25X1A} presentation. Class questions indicated that this is an area in which students are genuinely interested.

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5. Mr. [REDACTED] OS/OSD, has now become our regular speaker for the Office of Security. He replaces Mr. [REDACTED] X1A9a who has been given an overseas assignment.

Chief Instructor's Comment

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6. This was an interesting and stimulating class, particularly since one student, Mr. [REDACTED] had served for a number of years in the area on which our practical exercise is based. He was able to give a new dimension to several items in the exercise which hitherto have been little more than routine pieces of information. His experience and his grasp of local history were a pleasure to the instructor and to his fellow students alike. The fact that he detected no flaws in the problem itself is evidence of the skill with which Mr. [REDACTED] did the original trace on which the exercise is based.

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[REDACTED] 9a

Chief Instructor

Attachments: (w/orig only)

- A. Course Schedule
- B. Roster of Students

Distribution:

Original - DTR

1 - DDP

1 - CI/[REDACTED] Mr. [REDACTED] 25X1A9a

1 - R/TR

1 - C/OS/TR

1 - Course File

1 - Chrono

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